

Town of Sandisfield

Select Board

Minutes for Select Board meeting held on Tuesday, May 2, 2023 at 6:30PM at the Town Hall, 66 Sandisfield Road, Sandisfield, MA

Members present: Steve Seddon, Alex Bowman, John Field, Jonathan Sylbert

1. Call to order: Note that the meeting is being recorded

2. Determine Room Occupancy Excise Tax Rate for Town Meeting Warrant

The Room Occupancy Excise Tax Rate will appear on the warrant after the Short Term Rental bylaw.

A motion was made, seconded and so voted to set the rate on the warrant for Room Occupancy Excise Tax to 6%.

Steve Seddon	Aye
Alex Bowman	Aye
John Field	Aye

3. Discuss Performance Bonus for the Town Manager

Steve notes it is good practice to reward hard work, and Jonathan has not only shown great improvements to the town with the grants he's acquired, but he has also shown dedication by sitting on multiple committees throughout the year. Steve proposes \$4,000-\$5,000. It's reported that \$5,000 is the equivalent of 1% of the grant money Jonathan has brought in this fiscal year.

Alex believes a precedent should be set municipal wide, and not just for one position. He notes benchmarks should be set in advance, as they are in the DPW Union contract.

A motion was made, seconded and so voted to include a performance bonus of \$5,000 for the Town Manager on the warrant.

Steve Seddon	Aye
Alex Bowman	No
John Field	Aye

4. Review Counsel's Response to the Draft Warrant

Jonathan reviews all of the special articles to appear on the warrant. The special article for adding extra EMS insurance is moved into the operating budget under Insurance and Bonds.

Steve spoke with Cemetery Committee Chair, Lynn Rubenstein and they agreed to lower her original special article request from \$23,000 to \$14,200, as Lynn has discovered grant opportunities for anticipated projects.

The Assessors are behind on close to 200 property assessments. Mayflower provided an estimate to get caught up over two years, which includes 500 property assessments. Jonathan then split that cost, so it will be on the warrant next fiscal year also. The cost totals \$11,650 for FY24.

There are two options for the configuration of the Finance Committee on the warrant: make it an elected committee or have it be appointed by an appointment committee rather than solely by the Moderator.

Jonathan reports that the Planning Board's Short Term Rental bylaw was returned by Town Counsel with a lot of edits, legal issues, and a note suggesting the bylaw is not a Zoning Bylaw, but rather a General Bylaw. Jonathan has included both bylaws on the warrant, the first the unchanged Planning Board Zoning Bylaw, and the second Town Counsel's edited General Bylaw, which is presumably more likely to pass at the Attorney General's Office. Should the Planning Board decide to make the corrections to their own bylaw and make the amendments on the floor at Town Meeting, they can table Town Counsel's version. Otherwise it will be up to the voters to decide which version best suits the town.

The Town Manager's performance bonus will be included in the operating budget under Employee Incentives, rather than a special article. Upon further discussion of the incentives, Alex Bowman changes his vote to include a performance bonus of \$5,000 for the Town Manager on the warrant from "no" to "yes." Vote officially reads as follows:

Steve Seddon	Aye
Alex Bowman	Aye
John Field	Aye

5. Review the Budget

The Select Board agrees to lower the Transfer Station hours to 15 hours per week in the summer and 12 hours in the winter. This will adjust the Solid Waste Disposal Salary budget line to \$15,703.38.

6. Reprint and Sign the Final Warrant

The Select Board signs the final warrant.

A “rehearsal” for the Town Meeting is scheduled for May 4th at 6:00pm at the Old Town Hall. All department heads are strongly encouraged to attend.

7. Town Manager Updates

8. Select Board Updates

9. Future Agenda Items

- PermitEyes/Building Department Webpage Updates

10. Review and vote to approve minutes of meetings, 3/27

A motion was made, seconded and so voted to approve 3/27 minutes.

Steve Seddon	Aye
Alex Bowman	Aye
John Field	Aye

11. Review and sign purchase orders, warrants, and mail

12. Adjourn Meeting

Meeting adjourned at 8:43pm

Steve Seddon

Alex Bowman

John Field